

Subject to approval at the November 8, 2016, Board of Works meeting.

City of West Lafayette, Indiana  
Board of Public Works and Safety  
MINUTES

November 1, 2016  
8:30 a.m.  
Morton Community Center  
Multi-Purpose Room

Members present were Bradley L. Cohen, Brooke E. Folkers, Jason D. Huber, and Thomas J. Kent. Clerk Sana G. Booker presided.

1. APPROVAL OF MINUTES

a. October 29, 2016, Meeting

Mr. Huber moved to accept the minutes of the October 29, 2016, Board of Works meeting. Mr. Kent seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Encroachment Agreement: Miller Building Partners – Legal/Engineering

City Engineer Garrison requested approval to accept the encroachment agreement with Miller Building Partners. He explained that the location of the building is on the corner of Northwestern Avenue and South Street. The current owner discovered that there is a metal fire escape ladder attached to the building, which is extended over the west property line.

Corporation Counsel Burns stated that there are also building and awning overlaps into the right-of-way. It has been that way forever, but because the building is being sold, it was found on a title exam. The owner requested that the City give permission to encroach into the City right-of-way, which is a fairly standard thing to do when the encroachment is found 150 years later.

Mr. Cohen moved that the encroachment agreement with Miller Building Partners be approved. Ms. Folkers seconded the motion.

In response to a question asked by Mr. Kent, Counsel Burns stated that if the building is ever demolished the terms of the agreement would allow the City to get back the exact property footprint that we are entitled to.

The motion was adopted.

b. Policy: Fire Hydrant Charges – Irrigation Meters – Finance

Controller Gray stated that in previous years the fire hydrants were being charged to the City for Indiana American Water Company (IAWC), in an amount of over \$400,000.00. Last year it was decided that those charges were too much for the City, and the individual customers should be billed. Controller Gray stated there was an issue for the customers who had a sprinkler meters in addition to the regular water meter. The Council then decided that if the residents are being charged for the sprinkler meters, the City will reimburse them for those charges. The amount of the reimbursement will depend on the size of the meter. Controller Gray stated that the form that the customers will use is

attached to the document and labeled as Exhibit A. He explained that the customer will fill the form out and attach their IAWC bills to it. Controller Gray explained that from the resident's standpoint this is a refund. This is a charge for the City, since IAWC is the one receiving the money. This is just the additional charge that the City agreed to take care of for the residents who are being double charged because they have a sprinkler meter. Controller Gray stated that they do encourage customers to call IAWC to turn the meter off while it is not in use. Customers are requested to only fill the reimbursement forms out once a year. Controller Gray explained that this is due to all the administrative work that is involved for the reimbursements.

Mr. Kent moved that the policy for fire hydrant charges be approved. Mr. Huber seconded the motion.

In response to questions asked by Mr. Kent, Controller Gray stated that customers will receive a check once a year for their reimbursement out of the utility fund.

Mr. Cohen asked if the \$400,000.00 is now being charged to the ratepayers, to which Controller Gray responded yes.

Corporation Counsel Burns explained that 30-40 years ago communities started to get away from paying for the fire hydrant charges. Most cities in the State have already transferred those costs to the ratepayers individually. Counsel Burns stated that with the rate increase the \$400,000.00 was going to go up to approximately \$650,000.00. The City then took it to Council to see if they agreed that the charges should be the ratepayer's responsibility, since it had become such a significant amount that was coming out of General Fund. Due to the way IAWC bills and their rate structure is at the State level, IAWC did not have any motivation to take care of this issue. The City even tried to change a State law, but was unsuccessful. Counsel Burns stated the City will pay approximately \$10,000.00 in reimbursements compared to \$650,000.00 in the fire hydrant charges after the rate increase.

Mr. Cohen asked who is responsible for the water charges from the hydrants when there is a fire, to which Fire Chief Heath responded when they hook up to a hydrant their trucks meter the amount of water they use. They then report that amount to IAWC, who then writes off that amount. Chief Heath stated that IAWC also allows the Department to use water to train.

In response to question asked by Ms. Folkers, Controller Gray stated that there will be no further advertisement than what has already been made to the residents about the reimbursement process.

The motion was adopted.

c. Final Contract Change Order No. 2: Sheraton and Fairway Knolls Lift Station Improvements – Bowen Engineering Corporation – WWTU

WWTU Director Henderson requested approval for Final Contract Change Order No. 2 for the Sheraton and Fairway Knolls Lift Station Improvements with Bowen Engineering Corporation. This final change order is a reduction in the amount of \$49,614.18.

Ms. Folkers moved that the Final Contract Change Order No. 2 with Bowen Engineering Corporation be approved. Mr. Cohen seconded the motion.

The motion was adopted.

d. Elevation: Sergeant to Lieutenant – Jonathan Eager – Police

Police Chief Dombkowski requested approval to elevate Sergeant Jonathan Eager to Lieutenant, retroactive to October 28, 2016, with a bi-weekly salary of \$2,511.15.

Mr. Cohen moved that the elevation to Lieutenant for Jonathan Eager be approved. Mr. Kent seconded the motion.

The motion was adopted.

e. Claims

i. AP Docket	\$262,369.97
ii. AP Docket	\$107,446.87
iii. AP Docket	\$13,201.37
iv. PR Docket	\$561,385.37
v. PR Docket	\$117,037.73
vi. RDC Docket	\$1,000.00

Mr. Huber moved that the claims be approved. Mr. Kent seconded the motion.

There were no questions or comments about the claims.

The motion was adopted.

f. Informational Items

i. Legal Budget & Expenses – Controller

There were no questions or comments about the listing.

ii. Park Board Dockets

There were no questions or comments about the listing.

g. Other Items

► Facilities Director Clark stated that demolition prep began on the old City Hall building yesterday. There are pictures of Mayor John Dennis. He stated that the Occupational Safety and Health Administration (OSHA) showed up, due to pictures that were put on Facebook. The building is now off limits to everyone except construction for the construction crew. The barricades are up, but the fence is not up.

► Mayor John Dennis recognized that Police Chief Dombkowski was recently awarded with the 2016 Outstanding Law Enforcement Officer, presented by the Indiana Coalition Against Domestic Violence. It is a rare case for a Chief of Police to receive this type of award. Mayor Dennis stated that Chief Dombkowski's upfront approach to making sure agencies throughout the county are aware of the fact that without a strong approach to awareness and prevention, issues go unreported.

Chief Dombkowski stated that domestic violence is an important issue in our community. The Department will continue to keep focusing on training, promoting awareness, and harmony in the home.

► Director of Development Carlson thanked the Police Department for the opportunity to ride along with Officer Spray this past Saturday. Director Carlson stated he was able to

see firsthand what we do on a weekly basis when there is a home football game and visit many of the hotspots.

► City Engineering Garrison stated that the goal is to get the Happy Hollow Project and CSO Interceptor Relief Project both wrapped up before the end of the month. He provided some details of current status of the Happy Hollow Project. Mr. Garrison introduced the new Assistant City Engineer, Marcus Smith to the Board.

Mr. Kent asked if conduit will be installed on Happy Hollow for future lighting on the path, to which Mr. Garrison stated not at this time. He stated that the Redevelopment Commission has budgeted for a project that will include conduit and lighting next year.

### 3. ADJOURNMENT

There being no further business to come before the Board, Mr. Cohen moved that the meeting be adjourned, and Clerk Booker adjourned the meeting.